



DEPARTMENT OF PUBLIC SOCIAL SERVICES
WELFARE FRAUD PREVENTION & INVESTIGATIONS SECTION

Number
03-10

Date:
06/17/03

Administrative Memorandum

**SUBJECT: WELFARE FRAUD FIELD INVESTIGATION HANDBOOK – RELEASE OF
PROCEDURES FOR WELFARE FRAUD INVESTIGATOR (WFI)**

REFERENCE: WFP&I Handbook

CANCELS: AM 03-08, Dated 04/09/2003

FILE IN: Field Handbook Binder

Attention: ☒ Supervising Welfare Fraud Investigators ☒ Welfare Fraud Investigators

I. BACKGROUND/PURPOSE

This Administrative Memorandum releases the revised Welfare Fraud Prevention & Investigations (WFP&I) Field Handbook. The revised sections, 01-100 thru 26-100, include general instructions for the Welfare Fraud Investigator (WFI).

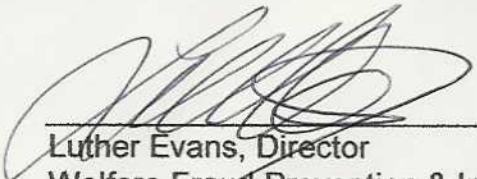
II. POLICY

The revised Handbook permanently cancels and replaces previously released WFI Handbook material. The revised Handbook includes changes resulting from the implementation of LEADER.

III. PROCEDURES

The Welfare Fraud Investigator shall implement these revised instructions immediately. The WFI may not be required to complete all of these activities in the course of an investigation, however the WFI shall evaluate each individual referral and complete all activities required to substantiate his/her findings.

Please direct questions regarding this memorandum to your immediate supervisor.



Luther Evans, Director
Welfare Fraud Prevention & Investigations Section

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Attachment